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MS-1056

58-4019

NOV 23 1956

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Change of Slots

- REFERENCES :
- (a) Memorandum from Chief, Administrative Staff Office of Communications, to Chief, Management Staff, dated 17 October 1956, same subject (Tab A)
  - (b) Memorandum from Director of Personnel to Chief, Management Staff dated 13 November 1956, subject: Request for Changes in Office of Communications Foreign Field Table of Organization (Tab B)
  - (c) Memorandum from Chief, Budget Division to Chief, Management Staff, dated 14 November 1956, subject: Change of Positions Slots - Office of Communications (Tab C)

1. This memorandum contains a recommendation submitted for DD/S approval. Such recommendation is contained in Paragraph 6.

2. The Office of Communications has requested the reallocation of the slots listed in Tab A in an effort to obtain the maximum use of the deleted [ ] slots and to accommodate the increased workload at specific stations.

3. Authorized Ceiling for OC  
On Board Personnel (31 Oct. 1956) [ ]

No increase in ceiling is involved. All [ ] positions, plus five others are being deleted.

4. The Director of Personnel has approved these changes as to titles and grades (Tab B).

5. The Chief, Budget Division, Office of the Comptroller (Tab C) has approved the request with the following comment in part that:

"....the net effect of this proposal is toward a decrease in average grade and salary. If it is approved and implemented at grade levels requested herein, the resulting personal services costs can, therefore, be absorbed within the present funds allocations to the Office of Communications.

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Unvouchered funds will be utilized because overruns obligations will be involved."

6. Your approval of the Office of Communications request in Tab A is recommended.

**SIGNED**

[Redacted Signature]

Chief, Management Staff

25X1A

**Attachments:**

- Tab A - Proposal
- Tab B - Director of Personnel  
Comments
- Tab C - Budget Division  
Comments

The recommendation in Paragraph 5 above is approved.

Date NOV 27 1956

(signed) H. Gates Lloyd

*[Signature]* L. E. WHITE  
Deputy Director (Support)

*0005005 (OC)*

**DISTRIBUTION:**

- Original & 1 - Office of Personnel
- 2 - DD/S *chron, subject reading*
- 1 - Comptroller
- 1 - Management Staff

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